

Checklist for Barbeques Operational Plan Requirements

Barbeques may be either stationary (an extension of a food facility) or a mobile grill (used in catering events). Per Section 120.010 of the Regulations of the Washoe County District Board of Health, all barbeque operations must submit an Operational Plan to the Washoe County Health District (WCHD) for review and approval. Barbeque activities cannot commence without approval from the WCHD.

The following guidelines are required to ensure procedures are in place to protect the consumer from any public health hazards that are common to this operation.

- ☐ Name, address and permit number of all facilities that will be using this Operational Plan.
- ☐ A list of all materials and equipment used in the preparation of the food item and identifies the designated work area. (Must be ANSI certified/NSF approved or the equivalent).
- ☐ A list of menu items.
- ☐ The Person In Charge (PIC) must ensure all employees are trained on Operational Plan AND the Plan is being followed as outlined.
- ☐ Required Standard Operating Procedures :
 - [Employee Handwashing SOP](#)
 - [Employee Health & Exclusion SOP](#)
 - Cleaning & Sanitization SOP– include all that apply
 - [High Temperature Dishmachine](#)
 - [Chemical Sanitizing Dishmachine](#)
 - [Three-compartment Sink](#)
- ☐ Site Plan To Include:
 - Site where barbeque is set up (must be an open area where there are no overhanging trees, wires or other impediments over the barbeque)
 - Location of equipment
 - must be properly drained to ensure water does not pool, collect or cause a nuisance)
 - walking surfaces within 25' of the barbeque must remain free of organic materials such as bark or pine needles
 - Location in proximity to affiliated food establishment (must not be more than 50')
 - Location of hand wash station (must be within 10' of barbeque)
 - Storage location of wood chips, bark, or other material used in the cooking process.
 - Location of dust abatement equipment such as ground covers, or wind blocking devices i.e., canopies or wind covers
- ☐ Describe how area will be monitored for insect, and vermin control
- ☐ Procedure to ensure ALL food preparation is conducted inside the food establishment prior to being transported to barbeque area

- ☐ Procedure to ensure food is either being cooked and served immediately off barbeque to customer or transported inside food establishment to a proper area for hot holding, storage, preparation, packaging and sale

Procedure to ensure the barbeque will be attended at all times during operation and may be operated only by an employee of the affiliated food establishment